



Memorandum # 49/2004

Commonwealth of Massachusetts | Public Employee Retirement Administration Commission
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MEMORANDUM

TO: All Retirement Boards

FROM: Kevin P. Blanchette, Deputy Executive Director

RE: 2004 Disability Retiree Data

DATE: December 23, 2004

In order to maintain an accurate and current disability retiree database, we request that you review the attached list and make all necessary status changes that occurred in the year 2004. These changes should be made when a member is deceased, confined to a nursing home, has waived his/her allowance, has returned to active status, or has had a change of address.

Please be reminded that, as a result of change in the law that now terminates a member's allowance rather than suspends it for non-compliance, the importance of keeping PERAC apprised of any status changes is even greater.

Also, please fill out the enclosed ***New Member Data*** form in its entirety for all new retirees approved by your board for an accidental or ordinary disability in 2004. If any member is missing from your list, please include their information on the New Member Data form. You should make additional copies of the blank form if needed. It is imperative that all information be returned to PERAC no later than **January 21, 2005** to ensure accuracy in our member database prior to our mailing of the 2004 Annual Statements of Earned Income.

Copies of the Annual Statement of Earned Income Form and related instructions to the retirees will be shared with you so that you can become familiar with the forms and documents going to each disability retiree. Before PERAC mails out the 2004 Annual Statements, we will be mailing an ALERT to all disability retirees notifying them of the July 1, 2004 law change.

Thank you for your continued cooperation in this matter. Should you have any questions, please direct them to Sandra King at 617-666-4446, ext. 947.